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# CHOWAN COUNTY COMMUNITY FACILITIES



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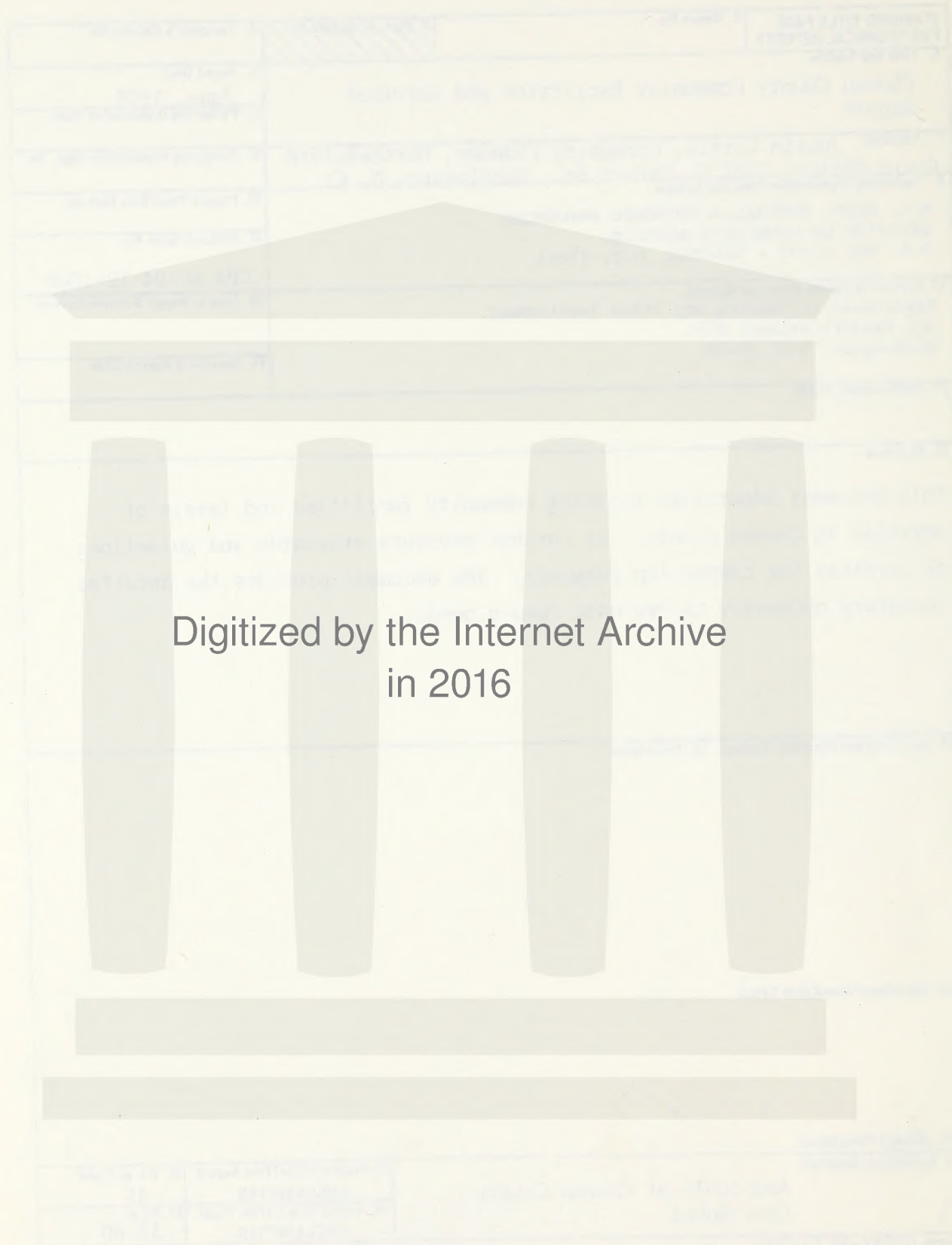
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CHOWAN COUNTY COMMUNITY FACILITIES  
AND SERVICES REPORT

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## INTRODUCTION

Chowan County is a small, rural county that had a 1970 population of 10,764. Although the population declined from 1960 to 1970, local officials feel that the population is now stable or slightly increasing. The only incorporated municipality in the county is the Town of Edenton with a population of about 5,000.

Compared to many areas of the country, the county provides a limited amount of services. There are several reasons for this. Across the country, rural residents have a markedly lower demand for community provided services; also, the cost of providing services to a low density, dispersed population is often prohibitively high. In addition, local officials have shared a philosophy of limited governmental activity. The Town of Edenton, being more urbanized, provides a broader array of services, many of which are not provided beyond the city limits.

Most of Chowan County's facilities and services are provided throughout the county, but, in certain cases, to avoid duplicating town services, the services are provided only to those residents outside of the Edenton city limits. Some services are provided jointly through a cooperative arrangement with the town and county. If the service is not provided county-wide, the distinctions and arrangements are noted in this report.

The purpose of this report is to present information about the community facilities and services in Chowan County. Public improvements in the community facilities and services has also been discussed. The information about each service is organized into several

Understand that a well, rural county that had a 1970 population of 10,000. Although the population had been 10,000 in 1950, local officials feel that the population is now 15,000 or 20,000. The only incorporated municipality in the county is the town of Lebanon with a population of about 2,000. Compared to many areas of the country, the county provides a limited amount of services. There are several reasons for this. First, the county is a hilly area with a hilly topography. Community provided services, such as the cost of providing services to a low density, dispersed population is often prohibitively high. In addition, local officials have lacked a philosophy of limited governmental activity. The town of Lebanon, being more urbanized, provides a broader array of services, many of which are not provided within the city limits.

What if County officials facilities and services are provided throughout the county, but in certain cases, to avoid duplicating some services, the services are provided only to those residents outside of the Lebanon city limits. Some services are provided through a cooperative arrangement with the town and county. If the service is not provided county-wide, the alternatives and arrangements are noted in this report.

The purpose of this report is to present information about the community facilities and services in Boone County. Local legislative action in the community facilities and services has also been discussed. The information about each service is organized into separate

sections. The operations of the service are explained, that is, how the agency is organized and what programs it operates. The facilities and equipment important to the service are noted.

For each service, there is a discussion of the standards and guidelines that are used in the agency's operations. Certain broad standards have been developed to assess local community services, but, for the most part, these standards have not been referred to in this report. Many of these broad standards are so general that they are of little use. Usually the service involved has much more specific standards or guidelines that closely control the agency's functions. Because many of the services receive intergovernmental transfers of funds, standards have been developed by higher levels of government. These standards or requirements limit the local planning and decisionmaking for community services and facilities, but, without the federal and state funding, many programs would not be possible.

Certain services are made possible by regional cooperation. These arrangements also limit local decisionmaking, but advantages are gained. The economies of scale achieved in regional organizations make possible a broader scope of services at decreased cost to the county.

Because of the importance of these regional organizations and state and federal funding, it is difficult to project the changes that will be necessary for the county's facilities and services. However, for each service an attempt has been made to consider possible future changes and investments. At this date, the major needs of the county are the completion and operation of the county-

The Commission of the European Communities, hereinafter referred to as the Commission, is pleased to announce that the Agency for the Evaluation and Assessment of Potential Health and Environmental Risks (EAHR) has been established as a permanent body within the Commission. The EAHR will be responsible for the evaluation and assessment of potential health and environmental risks arising from the use of chemicals, pharmaceuticals, biotechnology, nanotechnology, and other emerging technologies. The Commission is committed to ensuring that the EAHR has the resources and expertise necessary to carry out its mandate effectively. The Commission is also committed to ensuring that the EAHR is transparent and accountable to the public. The Commission is pleased to announce that the EAHR will be headed by a Director, who will be appointed by the Commission. The Commission is also pleased to announce that the EAHR will be supported by a number of scientific and technical experts. The Commission is committed to ensuring that the EAHR is able to carry out its mandate in a timely and effective manner. The Commission is also committed to ensuring that the EAHR is able to provide the Commission with the information necessary to make informed decisions on the risks posed by emerging technologies. The Commission is pleased to announce that the EAHR will be established in Brussels, Belgium. The Commission is also pleased to announce that the EAHR will be a permanent body within the Commission. The Commission is committed to ensuring that the EAHR is able to carry out its mandate in a timely and effective manner. The Commission is also committed to ensuring that the EAHR is able to provide the Commission with the information necessary to make informed decisions on the risks posed by emerging technologies.

wide water system, a new sanitary landfill site and construction of a new courthouse.

For the most part, this report summarizes existing conditions. Obviously these conditions will change, and the information included here will not continue to be correct. This report can only be kept accurate by periodic updating.



## ADMINISTRATION

### Operations/personnel

The ultimate responsibility for the administration of the county government, including its facilities and services, rests on the five men elected to the board of county commissioners. However, much of the responsibility for day to day administration has been delegated to several employees of the county.

The county's finance director does the financial bookkeeping of the county, keeps track of expenses and revenues and prepares the information necessary for the adoption of the county budget.

Many day-to-day administrative decisions are made by the county coordinator. Among this administrator's many responsibilities are building permits, animal control, maintenance of county buildings, and water system supervision (along with the head of the water system). The county coordinator also works for the commissioners and with the finance director in overall administration of the other departments.

The county coordinator also works as the county tax supervisor. Five other employees also work with the tax supervisor in tax listing, billing and collection.

### Facilities/equipment

The county finance director and county coordinator/tax supervisor have offices in the county office building. The department uses standard office equipment. In addition, the county recently invested in a small computer that will handle tax records and billing for the water system.

Administrative

The district superintendent has been assigned to the county, including the facilities and staff of the county. The county is the focus of county administration. However, the county superintendent has been assigned to the county superintendent for the county superintendent. The county superintendent has been assigned to the county superintendent for the county superintendent.

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## Standards/guidelines

No generally accepted standards for assessing county administration have been developed. In handling Federal and state funds, the finance director must meet their requirements. Also the finance director has to meet the legal requirements of the North Carolina General Statutes Chapter 159. The tax supervisor must meet the requirements of G.S. Chapter 105. The requirements for overall administration are generally set forth in G.S. Chapter 153A.

## Projected Needs

A major outlay that is made periodically is the reappraisal of county property that must be done every eight years by North Carolina law. Money for this purpose is set aside into a fund every year. Chowan County's next revaluation will be in 1982. The costs of appraisal have risen sharply each time it was necessary.

Related to the rising costs of reappraisal is the need for good tax mapping in the county. Not all parcels of land in the county are accurately recorded. While the benefits from accurate tax mapping would be great, the cost of such mapping would be high.

The county has been increasingly concerned about proper land development in the county. To date the county coordinator is responsible for regulations on development; but due to his other responsibilities, he cannot enforce building code requirements. The county plans to adopt a building code enforcement program.

Because of the increased requirements set on county administration from the state and Federal government and the increasing



complexity of county programs, facilities and services, a county administrator separate from the tax supervisor may be necessary. North Carolina law allows the delegation of administrative duties to a county manager.



## EDUCATION

### Operations/personnel

The school system in Chowan County is by far the largest outlay in the budget (approximately 40%) and also the largest county employer. Over 270 people work in the school system; 142 are professional employees including teachers, principals, and administrators; the nonprofessional employees include aides, secretaries, custodians, bus drivers, and food service workers.

The Edenton-Chowan Board of Education is a board of elected citizens that sets policy within the county school system. The board is charged with the responsibility of operating the school system and making decisions about curriculum, programs, length of school day and term. However, the board must make certain the schools meet minimum standards set by the state. The board also prepares the budget for the school system and submits it to the State Board of Education and the county commissioners. Usually adjustments and modifications can be made at the local level; the state funds are mostly dispersed by formula. The superintendent of schools works with the board of education in supervising the county schools and usually confers certain functions to other administrators.

The total enrollment in the schools was 2,676 in 1975-76, the per pupil cost was approximated \$1,200. Of the total budget, the state contribution was approximately 60%, primarily used for the teacher's salaries, transportation expenses, and the operation of the facilities. The Federal government contributes about 22%, but



its support is limited to certain specific programs. The 18% of the total budget that the county pays is used for salaries and salary supplements, materials, maintenance, fuel, and day-to-day operation. The county also outlays money for new facilities and contract maintenance to upgrade or refurbish its present facilities. The county also retires the debts from school bond issues.

### Facilities/equipment

The school department has the most substantial investment in facilities and equipment of all the county's departments. The school buildings, listed on the following chart, are paid for and owned completely by the county. Obviously both the operation of these buildings and the classes themselves utilize a great deal of equipment that need not be presented here.

Offices for the board of education and superintendent are in the county office building.

Although the state provides the 35 busses needed for transporting students, the county must provide the necessary accessory vehicles for the school system. Currently the school system owns and operates five activity busses, four automobiles and five maintenance vehicles.





SCHOOL	GRADES	(75-76) ENROLLMENT	FACILITIES
White Oak	K-4	237	14 teaching stations 1 library 1 auditorium
Chowan High School	5-12	509	25 teaching stations 1 gym/auditorium 1 library
Walker Elementary	K-3,7,8	836	41 teaching stations 2 libraries 1 gymnasium
Swain Elementary	4,5,6	405	23 teaching stations 1 library 1 auditorium
Holmes	9-12	689	37 teaching stations 1 library 1 gymnasium 1 auditorium

### Standards

The State Department of Public Education sets detailed standards for many phases of school operation from site size to curriculum. Certain of these standards are recommendations; others have to be met to avoid sanctions being taken against the local school system.

### Projected Needs

The Board of Education is responsible for long range planning for the school system and has prepared several reports outlining projected needs. These reports should be referred to for detailed information.



Certain large expenditures have to be made on a recurring basis. Replacing the instructional and maintenance equipment has usually cost \$20-25,000 yearly. Contract maintenance needed on the buildings is often a substantial expenditure.

The Board is currently concerned with two major issues -- a declining school population and aging facilities. The commissioners have decided that a new courthouse is the top priority, but the board of education feels that changes in the school facilities will have to be made soon.

School population in the elementary grades has declined in recent years and unless a large amount of transfer students come into the system, the high schools, particularly Chowan, will have a sizably decreased enrollment.

Since teachers are provided by the state according to the average daily enrollment, the Edenton-Chowan school system faces the prospect of losing teachers or spending more from local sources. With less teachers, obviously the curriculum would have to be limited, especially the number of elective courses.

The Board of Education considered several alternatives; the one that was decided upon involved discontinuing use of Swain School as a school, construction of a consolidated high school (9-12), use of Walker School for grades K-6, use of White Oak for grades K-4, converting Chowan High School to grades 5-8, and converting Holmes into a junior high for grades 7 and 8. The county commissioners did not approve this plan. Construction and rehabilitation of facilities will require commissioner approval and probably the passage of a bond issue in the county.



## EXTENSION

### Operations/personnel

The Chowan County Agricultural Extension Service is operated under Federal, state, and local policy guidelines and receives funds from all three sources.

In the past, extension offered many services such as livestock inoculation, but now the service concentrates on educational and advisory activities. The county extension service operates programs in crop and livestock production, homemaking and management, farm management, youth activities, environmental protection, and community resource development. The extension service operates as an educational arm for USDA and thus works with the Agricultural Stabilization and Conservation Committees, the Soil Conservation Service, the Farmers Home Administration and the North Carolina Department of Agriculture. Many county operations such as the water system and landfill have benefited from support given by the extension service.

Because of the different levels of government involved, the organization and funding of the county's extension service is complex. The county provides the office space and supplies and approximately 27% of the salaries. The Federal and state government provide other necessary funds; the state pays the travel expenses, hospitalization, retirement and provides the office and educational equipment.

The county staff does decide on many of the programs with the aid of an advisory board of county citizens. The county commissioners



decide on funding and hiring of the extension service and generally support and keep informed about extension activities.

The county staff consists of two agricultural agents, three home economists, two secretaries, one nutrition specialist and one technician. Area specialists provide advisory and educational services in livestock, crafts, farm management, nutrition, and community development.

#### Facilities/equipment

The extension service has offices on the second floor of the county office building on King Street in Edenton. The equipment that the service uses is primarily office equipment supplied by the state.

#### Standards/guidelines

Since the characteristics of counties vary considerably, the extension services needed depend on the particular county. No overall standards could be developed; however, the State and Federal governments provide detailed guidelines as to how the programs should be operated.

#### Projected Needs

The chairman of the extension service does not foresee major changes in the service's operation. The present facilities are adequate; as mentioned previously, the equipment is not provided by the county.





Personnel policy changes could improve the quality of the extension service. Although primarily funded by the state, the extension employees are not on the state salary schedule and, as a result, receive lower pay and fewer raises. The better agents often leave since they can receive better wages from teaching and from private industry.

Another change that would improve the service would be combining operations with other counties. Since farming has become increasingly specialized, agricultural agents can often provide better service if they develop a particular area of expertise. Such specialization would only be possible in multi-county organizations.



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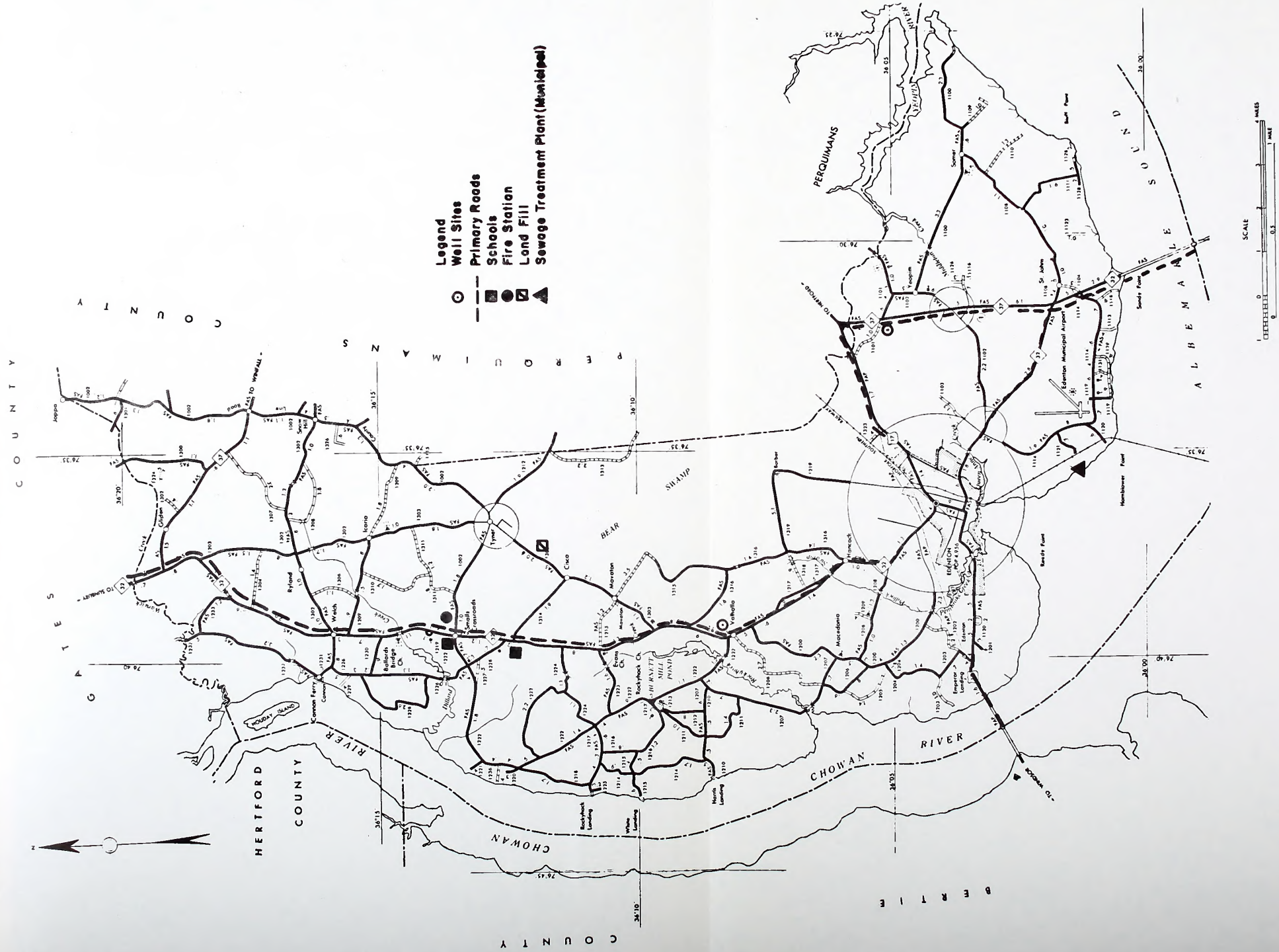
# СНОМАН СОПЛА

СНОМАН СОПЛА





FROM THE COASTAL PLAINS REGIONAL COMMISSION, ADMINISTERED BY THE NORTH CAROLINA DEPARTMENT OF NATURAL AND ECONOMIC RESOURCES.



COMMUNITY FACILITIES  
**CHOWAN COUNTY**  
 NORTH CAROLINA



## HUMAN RESOURCES

### Health Services

#### Operations/personnel

Chowan County, in conjunction with Camden, Pasquotank and Perquimans Counties, operates a district health department. The operations are supervised by a board consisting of one county commissioner from each county and a physician, dentist, pharmacist and enough persons from the general public to bring the total number to fifteen. The board members serve three year terms with a three term limit.

The district health department, in addition to local funds, receives state funds appropriated by the General Assembly to the State Division of Health Services. Federal funds, from the Department of Health, Education and Welfare, are distributed to the local level by the state agency.

The district office in Elizabeth City administers the health service programs that include sanitation, public health nursing, public health dentistry, school health, nutrition, speech and hearing, developmental evaluation, genetic counselling (sickle cell anemia), venereal disease, health education, clinical, laboratory and rodent and fly control services. The department is also responsible for maintaining health statistics on the area's population. The sanitation services provided are quite extensive; among the sanitation services performed are:

- Institution inspection
- hospitals
- schools
- nursing homes





Commercial facility inspection  
restaurants  
motels/hotels  
food services  
slaughter houses/  
poultry processing  
milk sampling  
markets

Residential inspections  
camps  
migrant labor housing  
wells  
septic tanks

Other functions  
rabies control  
complaint investigation

The district health department is also responsible for the operation of the Perquimans-Chowan Sanitary Landfill discussed in another section.

Chowan County does have a county health department that is part of the district health department. The county health department offers a variety of services primarily in periodic clinics--among them are orthopedic, eye, child health, pre-natal, family planning, multiphasic, chest and immunization clinics. Physicians operate the periodic clinics. Permanent staff at the county offices include a sanitarian, nursing specialists, health aides, clerks and a social worker. Any service not provided through the county offices are available at the district offices in Elizabeth City.

#### Facilities

The county health department has offices on King Street with the other county offices. The office has the necessary equipment to conduct the clinics.



### Standards/guidelines

Since 1973, North Carolina General Statutes Chapter 130 (9g) empowered the State Division of Health Services to set standards governing the nature and scope of public health services rendered by the local health departments. Also, in receiving the allocation of state and federal funds, the local health departments must meet the additional requirements set by state and Federal agencies.

### Projected Needs

Detailed need statements for the many programs that the health department operates have been developed by the administrators of the district health department. The necessary strategies to meet the needs have also been outlined. Of particular note is the expansion planned for the developmental evaluation program that identifies special problems and needs in children.

### Hospital

#### Operations/personnel

The Chowan Hospital, Inc. is a private, non-profit medical institution that serves Chowan and surrounding counties. The hospital's operations are supervised by the hospital's board of directors that include the mayor of Edenton, the chairman of the board of county commissioners, town council and county commissioner appointees, county medical society appointees and other members of the general public. The total board membership is fifteen citizens.



Chowan County holds title to the property and buildings and leases them to the hospital. The county is paying off a general obligation bond for its construction, but the hospital's operating expenses are completely paid by fees charged. The county has aided in paying the fees for charity cases.

The Chowan Hospital is a complete general hospital facility providing acute care and skilled nursing services. Among the services provided are obstetrics, pediatrics, surgery, physical therapy, laboratory, x-ray and emergency room treatments. Ten physicians reside in the county, but the hospital utilizes 20 physicians on its staff including specialists.

Residents of the neighboring counties of Perquimans, Bertie, Tyrrell, Hyde, Washington and Dare also utilize the Chowan Hospital. The occupancy rate has been averaging about 78% yearly, although utilization seems to be increasing.

### Facilities

The Chowan Hospital has three buildings on about a 33 acre site on N.C. 32 in Edenton. The hospital has 116 beds; acute care uses 61, the remainder are for skilled nursing.

### Standards/guidelines

The hospital is licensed and certified by the N. C. Department of Human Resources. The hospital operates under the standards of the Joint Commission for the Accreditation of Hospitals, but this cooperation is voluntary, the standards are not imposed. The hospital does have to meet the requirements for Medicaid services.



However, since the hospital does not receive directly any government funding, the policies are set by the board of directors and staff.

### Projected needs

The hospital is planning for an addition that will provide space for continuing education in the health field. The addition is being funded by the Eastern Area Health Education Commission.

The hospital also plans to expand its emergency room facilities. However, county funds will not be used. The hospital administration is considering several alternatives for the necessary financing.

### Mental Health

#### Operations/personnel

Mental health services are provided by a six county mental health organization that includes Chowan, Perquimans, Pasquotank, Camden, Currituck and Dare Counties. The programs are supervised by a board consisting of a commissioner from each county and nine other members appointed by the six county commissioners.

The mental health services are organized into four main divisions--adult, children, mental retardation, and alcohol. The personnel involved is shown on the accompanying organization chart. The agency operates individual and group therapy programs, marital advisory services and care for those released from mental institutions. The agency also maintains residential homes for emotionally disturbed children and mentally retarded adults.





The funding comes from an \$.85 per capita contribution from each county and \$.05 on each bottle of liquor sold. Patient fees also provide revenue. State sources supply 80% of the budget.

### Facilities

Within Chowan County the mental health organization operates a day care adult activity center and a group home for mentally retarded adults. There is also a satellite mental health center with a psychologist, nurse, social worker, alcoholism counselor and part-time physician.

The main offices are in Elizabeth City. The agency operates a similar center in Manteo and part-time offices in other counties.

The agency also operates two group homes for emotionally disturbed children.

### Standards/guidelines

The Department of Human Resources, Mental Health Services Division sets the minimum standards for local mental health units.

### Projected Needs

The minimum standards for services are being met in the programs that the mental health agency is operating. However, many programs listed by the State Mental Health Services Division are not being operated. The local agency feels that these programs could only be operated if there were a great increase in available funds which is not foreseen. Overall the department feels that provision of services is flexible and will be adjusted to the financial resources available.



## Social Services

### Operations/personnel

The Chowan County Social Services Department is one of the largest county agencies and accounts for a large percentage of the county's budget. Including the director, 14 people are employed at the department; the agency also uses 8 people available through the Federal programs of Manpower and the Comprehensive Employment and Training Act (CETA).

The Chowan County Social Services Board supervises the many programs of the agency. One of the board's members is appointed by the county commissioners; another is appointed by the state board. The third member is appointed by the other two members. The board members serve three year terms with one member's term ending each year.

The programs that the agency provides are complicated and not easily summarized. All the programs involve other levels of government--State, or Federal or both. The agency administers the Aid to Families with Dependent Children payments (AFDC), the Medicaid program, and the USDA Food Stamp program. The county works with the state in providing foster care for children and special assistance to eligible adults that need attendant care or rest home facilities.

Another major responsibility of the department is the administration of the Health, Education and Welfare Title 20 programs. Title 20 consolidated many services and programs that were previously separate. Title 20 has five goals.



- 1) Achieving or maintaining economic support
- 2) Achieving or maintaining self-sufficiency
- 3) Preventing or remedying abuse, neglect, and exploitation
- 4) Preventing or reducing inappropriate institutional care
- 5) Securing referral or admission for institutional care when other forms of care are not appropriate.

Social service is defined as a means of achieving one of the above goals. Obviously this makes a broad range of programs possible. Some of these programs are optional; others are mandatory. Almost all of the programs to meet these goals set criteria for eligible recipients.

Although the details of the operation cannot be provided in this report, some of the services that the county has been providing under Title 20 are:

Adoption

Case work to remain in or return to own home

Chores

Contract services provided to eligible clients

Day care for children

Delinquency prevention

Educational support

Family planning

Foster care for children

Health support services

Homemaker services including advice on child rearing

Home management and maintenance

Housing and home improvement

Information and referral (provided to all regardless of income)

Interstate and intercounty children services

(aid in runaway and other problems)

Protective service (prevention of abuse)

Services to emotionally disturbed and mentally retarded

Services to elderly

In providing day care services to one parent children, a day care center has been set up that provides transportation for eligible children and year round care so that the parents are free to find employment.



The funding breakdown of Federal, state and local shares varies according to the program, i.e. whether it is Title 20, AFDC, food stamps or one of the other activities. Several programs involve county and Federal cooperation without state participation. For the entire agency budget in recent years, the Federal share has been approximately 67%, the state share 21%, and the local share 11%.

#### Facilities/equipment

The Social Services agency has offices in the county office building. The day care center uses a building out in the county by the high school. The agency has office equipment and a computer terminal to Raleigh that aids state record keeping.

#### Standards/guidelines

The Federal and state governments set the guidelines for the services that the county provides, although some detailed decisions are left to the local government. The Department of Health, Education and Welfare, the Department of Agriculture and the state Division of Social Services are the primary supervisory agencies.

#### Projected Needs

Since the agency provides services, most of its costs are personnel costs. Changes in the administration of the Federal and state programs would have an effect on the county, but obviously such changes cannot be predicted here.

Although funds are a recognized constraining factor, the





director feels that services in the county would benefit if certain programs were expanded, particularly day care services.

The director also sees a need for better transportation to health facilities for the disabled.



## LIBRARY

### Operations/personnel

The Shepard-Pruden Library, located on Water Street in Edenton, is part of the Pettigrew Regional Library that operates facilities in Chowan, Tyrrell and Washington counties.

The administration of the libraries is a complicated arrangement that involves the state, the regional director and a local board. The state provides approximately 60% of the necessary funds; the state aid is based on the per capita contribution of the counties and participating municipalities. The state, in addition to providing aid, sets rules and guidelines for the library operation. The state provides the salaries for the professional staff throughout the regional library.

The regional director has much of the responsibility for day-to-day operations. Ordering, bookkeeping, and personnel decisions are managed by the regional director's office. This office also decides on equipment purchases and pays the operating expenses of the regional library's facilities, including phone, postage, utilities and maintenance.

The local county library is supervised by a board appointed by the county commissioners. One member of this board serves on the regional board. The local staff consists of one professional librarian and two trained assistants. Other personnel from the regional office provide service in the county.

The county library provides a variety of services to the general population and also to special groups that seek the library's



assistance. The county library has over 24,000 volumes available for circulation backed up by the additional 40,000 volumes in the regional collection. The library supervises a bookmobile that offers service out in the county. The library can obtain books from the state library, a service that is heavily used in the county, averaging over 40 volumes a month. Records, magazines, and films are also circulated. The library can obtain films from the state film service, a service that is heavily used by the county's school system.

All the private and public schools in the county use the library frequently; one elementary school sends classes several days a week to study library skills. The regional children's librarian offers a story time at certain schools; the library provides a place to display student work.

In addition, the library renders special services. The library has offered a story time as part of the county recreation program. The library has cooperated with the mental health service to give training and activities for mentally retarded adults. The library has operated successful film programs for adults at the convalescent home. The library's facilities are available to groups who need space for meetings.

#### Facilities/equipment

The library is located on Water Street in Edenton. The county owns the building and is responsible for capital improvements. The two-story building was constructed in 1966. Most of the activities are located on the first floor, but the library has had to make increasing use of the unfinished second floor.



## Standards

The North Carolina Library Association sets standards for local libraries as a means of assessing the quality of the facilities and services. The following chart measures the existing library services against these standards using the 1970 county population.

	<u>Existing</u>	<u>NCLA Standard</u>	<u>Deficiency</u>
Book stock	24,000	2.5 per capita	2,900
Staff: full-time	2	1:3000 pop.	1
part-time	2	1:3 full time	0
Estimated total space	NA	½ sq. ft. per capita	
Reader space	NA	.05 per capita	
Staff work space	NA	1500 sq. ft.	
Seats	NA	3:1000 pop.	

NA - not available

These standards provide estimates of what is necessary, but decisions about the library facilities will not be made according to the standards, but will use the more detailed information that local and regional staff and boards have about the library's operation.

## Projected Needs

The county's librarian sees the need for several additional investments in the county library. The needs of the regional library operation were not considered here since it is not within the county's jurisdiction and control.

The primary need is the need for additional space; this additional space is needed for storage, library stacks and meeting areas. Additional space would be available if the second floor of the library building were finished, however the county librarian estimates that this added area may not be sufficient.











**COUNTY FACILITIES**  
 A - Court House  
 B - County Offices  
 C - Schools  
 D - Hospital  
 E - Fire Station (Town-County)

EDENTON BAY

EDENTON, N. C.  
 COUNTY SEAT, CHOWAN COUNTY





## PUBLIC SAFETY

### Civil Preparedness

#### Operations/personnel

The civil preparedness of Chowan County is administered by the Coordinator of Civil Preparedness. An administrator has a part-time secretary.

The coordinator has several responsibilities. One of the main functions is preparing plans for action in the event of a natural or a man-made disaster. He must arrange for the designation of suitable buildings as shelters and supervise emergency service personnel training. This training includes communications, emergency medical, radiation, shelter management, fire and law enforcement training. Plans for inter-agency cooperation during a disaster have to be prepared.

The funding is shared by the local government and the Federal Department of Defense.

#### Facilities/equipment

The Office of Civil Preparedness is in the county office building.

#### Standards/guidelines

The Federal Defense Civil Preparedness Agency and the State civil defense agency set the guidelines for the operation of the program.

#### Projected Needs

The needs of this program cannot be definitely set at this time; generally, the needs are those that must be met for continued Federal support.



## Fire Protection

### Operations/personnel

The residents of the county outside of the Town of Edenton are formed into a fire protection district. These property-owners pay a special tax for fire protection within the district. Citizens within the city limits of Edenton are protected by the Edenton municipal fire department.

The county provides fire protection using several methods. Protection for the area east of Edenton and north for several miles is provided by the Edenton municipal department under contract with the county. The rest of the county is served by the volunteer fire company that operates out of Center Hill Crossroads. The county provides equipment for county protection to both the town and Center Hill departments. The county also makes payments to the town for the provision of its services. The county makes an annual payment to the state forestry division for forest fire control.

The town department employs 5 full-time men and has at least 2 men on duty 24 hours a day. The town department also equips and utilizes 20 volunteers who are alerted by the town sirens and dispatched to the fire by the radios in their automobiles. The town dispatches the Center Hill department; fire calls go into Edenton which then turns on the Center Hill siren and rings the phones in all the volunteer's homes simultaneously. The Center Hill Department has a force of 28 men.





### Facilities/equipment

The volunteer fire company has a building at the Center Hill Crossroads that houses that department's two pumpers and water tanker. The county also provides a pumper and water tanker to the Edenton Fire Department. Fire protection in the county will be aided by the approximately 100 fire hydrants that are being placed throughout the county in the county water system.

### Standards/guidelines

The state fire insurance rating bureau sets detailed standards for fire protection and gives areas fire protection ratings. The area within four miles of the Center Hill volunteer department has a rating of 9A. The rest of the area serviced by Center Hill department and the area outside of Edenton has a rating of 10 -- meaning no protection at all. The area within the city limits of Edenton has a rating of 6.

### Projected Needs

The primary needs for fire protection is periodic replacement of the equipment as necessary. Pumpers are estimated to have an operating life of 20 years. At this date, the county has on order a new pumper truck for the Edenton fire department. The Center Hill company has a 1961 pumper and a 1972 pumper. A 1960 water tanker is housed in Edenton; the Center Hill Department has a 1966 water tanker.

Further high density development in the area east of Edenton would make another volunteer company in this area desirable, but this need is not definite at this time.



## Law Enforcement

### Operations/personnel

The Edenton Police Department carries out most law enforcement duties within the city limits of Edenton. The Chowan County Sheriff's Department co-operates within the city limits of Edenton and has the primary authority for law enforcement for the rest of the county. Supervised by the sheriff are the other four full-time law officers and the two part-time deputies.

Although investigating crimes and arresting suspects is the law enforcement officer's basic job, he does perform many other duties. A great deal of time is spent serving civil process. In North Carolina, the sheriff is an elected official and sets the policies for his department. The commissioners have control over the sheriff's budget.

### Facilities/equipment

The sheriff's offices are located by the county courthouse. The sheriff supervises the operation of the county jail located behind the courthouse. The three automobiles and pickup truck are all radio equipped. The sheriff's department and Edenton police will soon have a new communications system that has received 95% federal and state funding.

### Standards/guidelines

The activities of the sheriff's department are controlled by various guidelines and standards in addition to the legal requirements of North Carolina General Statutes. Officer training is supervised by the North Carolina Criminal Justice Training and



Standards Council. As a result of an act passed in the 1973 General Assembly, the state sets minimum salaries for all law enforcement officers. The state Department of Human Resources sets standards for jails and detention facilities. Any programs carried out with funds from the federal Law Enforcement Assistance Administration must meet the standards of that agency.

#### Projected needs

The primary need for the sheriff's department is better jail facilities. The county cannot meet certain minimum jail standards; the county's jail is one of the oldest, if not the oldest in the state that is still in use.

The county has been considering several alternatives. One is to construct a new jail and hire the personnel needed to meet standards for detention (special requirements have been set for female and juvenile prisoners). Another alternative being considered is joining in the use of a multi-county jail facility. One is already in use in nearby Pasquotank County.

Within the near future, the sheriff feels that the department may need an additional man and a vehicle and dispatchers/jailers to fill a 24 hour shift.

#### Rescue Squad

##### Operations/personnel

The Chowan-Edenton Rescue Squad is administered by the office that handles civil preparedness, thus is the responsibility of one administrator and a part-time secretary. The operations depend, for the most part, on the work of trained volunteers who are



organized into three squads in the county -- Edenton, Rockyhock and Gliden.

Most calls are received by the hospital on a special emergency line and the personnel are dispatched by the hospital, although the transmitter can also be operated by the police, sheriff or Civil Preparedness Office. The nearest unit to the call provides the service. The squad serves not only Chowan County but also parts of Perquimans, Washington and Bertie if the Chowan squad can reach the point faster. The squad usually services about 450 calls a year. The majority of these are emergency calls but the squad also provides convalescent services, that is, moving patients from one hospital to another.

The funding for the squad's operation and equipment comes from several sources. The county pays some of the operating expenses and funds to purchase equipment. The Federal government also provides funds through the Department of Transportation. The remainder of the necessary money comes from local donations.

#### Facilities/equipment

The squad operates five radio equipped ambulances and also owns a jeep, an 18 foot boat and a 5kw generator. The squad owns buildings in Rockyhock and Edenton and has use of a building in Gliden.

#### Standards/guidelines

Overall standards for judging the minimum time necessary to properly service a call were not available. The state has detailed





guidelines for the operation of rescue and emergency squads that set training requirements and additional standards. The Federal government also sets guidelines for the use of its funds.

### Projected Needs

The equipment that the squad operates requires periodic replacement. The ambulances are replaced approximately every 5 years or 70,000 miles.

The primary need for the service is the assurance of a supply of trained personnel. The training requirements set by the state have become more and more stringent. Volunteers have limited time and find the training programs require a considerable commitment to the service. Paid personnel is something the county hopes to avoid.



## RECREATION

### Operations/personnel

To date no one has been employed directly by the county to supervise a county recreation program. The Town of Edenton has a recreation department that the county has made payments to in order to provide recreation programs to those outside of the city limits of Edenton. The county has paid 40% while the town has paid 60% of the costs involved.

The programs that have been offered have been primarily sports leagues for both sexes and various age groups. Most of the programs are operated in Edenton, but in the summer, recreation programs have been expanded and have included activities at Chowan High School.

### Facilities/equipment

The Edenton Recreation Department uses the playing fields and grounds of the county schools, particularly D. F. Walker and Holmes High School. The gymnasium at Chowan High School has also been used. The town recreation department has use of the National Guard Armory for indoor activities and also six tennis courts adjacent to the armory.

Other than the schools, the county government neither owns nor operates any parks or playgrounds. The Town has several small parks that provide recreation for Edenton residents.



### Standards/guidelines

Since only local funds have been used for recreation, the services have not been operating under the guidelines of another level of government. The Federal Bureau of Outdoor Recreation and the State Comprehensive Outdoor Recreation Plan have set standards for recreation but these standards have not been used in local policymaking. Local preferences have been considered more important.

### Projected Needs

The county is considering several alternatives: continued cooperation with Edenton, establishing a separate program for residents outside of Edenton, and not providing recreation services at all. Until an alternative is decided, more detailed projected needs cannot be considered.



## SOLID WASTE DISPOSAL

### Operations/personnel

Chowan County cooperates with Perquimans County in operating a landfill in the central part of Chowan County near Cisco. The establishment of a landfill was made possible because of grants from the Farmers Home Administration and assistance from the Environmental Protection Agency. A landfill committee has been set up that consists of two commissioners from each county, a Farmers Home Administration official, the county extension agents, and the regional health officer.

The District Health office is responsible for supervising the daily operation of the landfill. The health department hires and pays the personnel and establishes the collection points and pick up schedules. About 125 trash collection points are located in the two counties; about 60 are located in Chowan. Each collection point is serviced at least twice per week. The two incorporated towns, Hertford and Edenton, provide their own transport of waste as do the industries in the counties. The dumping of wastes is restricted to a small area. Each day's load is compacted and covered. Topsoil is used and the area is reseeded with pine, as specified in the lease. The annual amount of waste disposed has been estimated at 65-70,000 cubic yards. Five men are employed at the landfill--a site manager, a bulldozer operator, two truck drivers, and a truck driver/mechanic.

Chowan County and Perquimans County have split the operating costs evenly. Each year some money has been set aside as a depreciation reserve to cover the costs of purchasing replacement equipment.





### Facilities/equipment

The landfill is operated on a fifteen acre site leased from Union Camp. Two packer trucks, a pick-up truck, a container trailer, 125 containers, a drag line, a front end loader, a dump truck and other miscellaneous equipment are utilized in the landfill operation.

### Standards/guidelines

The legal requirements for solid waste disposal are set forth in North Carolina General Statutes Chapter 130 Article 138. The State Division of Health Services and the Environmental Management Division set additional standards for landfill operation.

### Projected Needs

The present site will probably be completely filled within the next twelve months, though the counties had planned to use the site for several more years. The counties are now looking for a larger site of 25-30 acres that would last 5 or more years. Depending on site costs, other methods of disposal, less land consumptive, are being considered.

The average operating life of the equipment is approximately five years. The depreciation reserve that was set up has been used for unforeseen maintenance and repair expenses. The depreciation reserve amount that is set aside is being adjusted to cover future replacement costs.



## WATER SYSTEM

### Operations/personnel

At this date, the Chowan County Water System is not yet operating. The water system is expected to be in operation by August, 1976. The construction and operation of a county-wide water system is the culmination of several years' work by the local officials, planning board, civic groups, and citizens.

The water system was made possible by \$1.85 million in grant money from Federal and state sources and a \$1.9 million loan from the Farmers Home Administration. The debt repayment will be approximately \$100,000 yearly for forty years. The operating expenses are estimated to be \$27,000.

Although this yearly outlay is high, revenues from the system are expected to exceed the cost. Over 1800 customers will be served and if those customers only pay the minimum \$7 monthly, the total revenue will more than pay for the system. However, at this time, the commissioners do not plan to use the water system as a revenue producer; rates will be set to cover the costs.

The water system incorporates a water system that served the Cape Colony subdivision. The system will tie into the water system that already serves residents within the city limits of Edenton. Plans have been made to tie into water systems in the adjacent counties of Perquimans and Gates, when these county-wide systems are constructed. Thus, by-sell relationships will be possible with several sources, giving the county water system considerable flexibility.



Currently two men are working full time for the county water system. In addition, the county coordinator has worked considerably on the project. The tax office will supervise the billing and collection.

#### Facilities/equipment

The water system has over 220 miles of pipe, four 220 GPM (gallons per minute) deep wells, two water treatment plants, three 250,000 gallon storage tanks and a 150,000 gallon tank that was used in the Cape Colony water system. Over 100 fire hydrants have been installed along the lines.

The water system has also purchased a maintenance vehicle and equipment. As mentioned previously, the water system uses office space in the county tax office and has purchased a small computer for bookkeeping and billing.

#### Standards/guidelines

The Environmental Protection Agency sets drinking water standards. Because of the funding arrangements, the construction and operation of the system has to follow guidelines established by the Farmers Home Administration.

#### Projected Needs

Because of the system's recent construction, substantial further investment is not likely to be needed for some time. The county hopes to extend lines to all those that want the service, if funds are available. As the water system begins functioning, the county expects to operate it with a staff of five, two supervisory positions and three working on maintenance.



## OTHER SERVICES AND FACILITIES

Chowan County provides a variety of services in addition to those already discussed. The Register of Deeds is responsible for several legal record keeping functions. The duties include the recording of all deeds and mortgages, births, deaths, marriages and military service discharges. The office also records incorporations, partnership agreements and certain financing statements (Uniform Commercial Code). In Chowan County, the duties also include the position of clerk to the board of County Commissioners. The Register of Deeds is an elected official that sets policy, with the County Commissioners retaining budgetary control.

The state has a unified state-wide and state-operated General Court of Justice. The county is responsible for providing court facilities including offices for the locally elected Clerk of Superior Court. The clerk and assistants are paid by the state. The clerk is responsible for all clerical and record keeping functions of the superior court and district court. The clerk has certain jurisdiction over the probate of wills and the administration of estates; the clerk also has authority to hear particular special proceedings.

Although the county is proud of its famous 18th century courthouse, new facilities for the courts and Register of Deeds is a top priority because of space needs.

The State Board of Elections appoints the county board of elections that is responsible for supervising voter registration and conducting elections held within the county. Although the





State Board and state law control the local board, the county elections board depends on the county commissioners for its financial support.

Chowan County does have a coroner, although his activities have been quite limited. The coroner's primary duty is investigating questionable or unattended deaths.

The county budget also supports a veterans service officer who provides assistance to veterans, particularly employment assistance.

Throughout the year, various organizations turn to the county commissioners for assistance. If the activities are judged to be in the overall community interest, and funds are available, the commissioners can vote to support these activities.

Certain services and facilities that are not now provided in the county are under consideration. Edenton is sewerred within the city limits and currently is working on upgrading its sewer system. Sewer service may be provided to areas of the county outside of Edenton if suitable organizational agreements can be made. Another alternative that has been discussed is small package plants that would service the higher density subdivisions. Sewer service might be provided by the organization of sanitary districts.



CHOWAN COUNTY  
BUDGET ORDINANCE

APPENDIX: Public  
Expenditure Records

1975-1976

Be it ordained by the Board of Commissioners of Chowan County, North Carolina:

Section 1. The following amounts are hereby appropriated in the General Fund for the fiscal year beginning July 1, 1975 and ending June 30, 1976 in accordance with the chart of accounts heretofore established for this county:

410	Governing Body	46,204.43
430	Elections	6,870.00
440	Finance	16,823.00
450	Tax Supervisor & Tax Collector	51,200.00
451	Veterans Service Officer	2,550.00
470	Legal	3,000.00
480	Register of Deeds	29,588.00
490	Planning and Zoning	5,708.36
500	Public Buildings	31,678.40
505	Courts	1,215.00
510	Sheriff	69,571.75
520	Jail	15,614.00
521	Agriculture and Economics	29,448.67
526	Civil Preparedness	16,036.33
530	Forest Fire Control	8,627.10
585	Charity	15,209.41
590	Health	88,509.56
600	Coroner	2,048.66
610	Social Services Adm., Foster Care, Family Planning	35,512.00
611	Public Assistance-AFDC, Special Assistance Adults, Medicaid	66,899.00
615	Ambulance	21,940.00
620	Recreation	16,699.00
630	Libraries	18,837.00
660	Non-Departmental	60,397.19
721	Capital Reserve Fund	40,000.00
661	Contingency Appropriation	34,000.00
	Contributions to Debt Service Fund	93,567.50
	Contributions to Revaluation	11,500.00
	Contributions to Board of Education for:	
	School Current Expense	538,000.00
	School Capital Outlay	.00
	School Debt Service	28,972.34
		<u>1,406,226.70</u>
	State and Federal Funds-Social Services	274,046.60
	Total County-Wide	<u>1,680,273.30</u>



Section 2. The appropriations to the Board of Education firstly shall be made from any funds which are dedicated to the use of the schools and secondly shall be made from general county revenues to the extent necessary.

Section 3. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 1975 and ending on June 30, 1976:

Current year's property tax	698,250.00
Prior years' property tax	25,000.00
Revenues from State taxes-Intangibles & Beer & Wine	54,500.00
Licenses and fees	15,000.00
Contribution from Revenue Sharing Fund	184,000.00
Local Option sales taxes	150,000.00
Other Revenues	197,058.65
Fund balance appropriated	82,418.05
	<u>1,406,226.70</u>
State and Federal Funds-Social Services	274,046.60
	<u>1,650,273.30</u>



APPENDIX: Public  
Expenditure Records

CHOWAN COUNTY  
BUDGET ORDINANCE

1974-1975

Be it ordained by the Board of Commissioners of Chowan County, North Carolina:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 1974, and ending June 30, 1975, in accordance with the chart of accounts heretofore established for this county:

Governing Body	60,863.65
Administration	8,533.35
Elections	6,385.00
Finance	11,519.00
Tax Supervisor & Tax Collector	34,455.00
Veterans Service Officer	2,501.00
Legal	5,000.00
Register of Deeds	22,440.00
Planning and Zoning	7,145.87
Public Buildings	37,461.15
Courts	1,845.00
Sheriff	56,114.00
Jail	13,575.00
Agriculture and Economics	27,594.47
Civil Defense	15,244.00
Forest Fire Control	7,069.00
Charity	14,063.00
Health	67,675.35
Coroner	1,784.44
Social Services Adm. & Foster Care	33,439.21
Public Assistance	64,450.19
Ambulance	14,000.00
Recreation	10,805.00
Libraries-Shepard Pruden	23,761.00
Non-Departmental	57,574.00
Capital Reserve Fund	40,000.00
Contingency Appropriation	33,000.00
Contributions to Debt Service Fund	96,174.00
Contributions to Revaluation	10,000.00
Contributions to Board of Education for:	
School current expense	538,000.00
School capital outlay	50,000.00
School debt service	29,849.53
	<u>\$1,402,321.21</u>





Section 2. The appropriations to the Board of Education firstly shall be made from any funds which are dedicated to the use of the schools and secondly shall be made from general county revenues to the extent necessary.

Section 3. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 1974 and ending on June 30, 1975:

Current year's property tax	654,682.43
Prior years' property tax	30,000.00
Revenues from State taxes - Intang. & Beer and Wine	58,000.00
Licenses and fees	13,000.00
Contributions from Revenue Sharing Fund	190,000.00
Other revenues	147,302.00
Fund balance appropriated	174,336.78
Local Option sales taxes	135,000.00
	<u>\$1,402,321.21</u>
State and Federal Funds - Social Services	202,516.14
	<u>\$1,804,537.35</u>





